

**RULES  
OF  
TENNESSEE DEPARTMENT OF EDUCATION  
STATE TEXTBOOK COMMISSION**

**CHAPTER 0520-5-1  
SUPPLEMENT TO CONTRACT-POLICIES OF TENNESSEE STATE TEXTBOOK COMMISSION**

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**0520-5-1-.01 DEFINITION.** Textbook shall be defined as any medium or manual of instruction which contains a systematic presentation of the principles of a subject and which constitutes a major instructional vehicle for that subject.

**Authority:** T.C.A. §49-6-2203. **Administrative History:** Original rule filed June 10, 1974. Repeal and new rule filed April 8, 1986; effective July 14, 1986. Repeal and new rule filed April 27, 1992.

**0520-5-1-.02 STAGGERED ADOPTION.** There shall be a staggered adoption of textbooks in Tennessee with a period of six (6) years required to complete adoptions in all subject areas.

**Authority:** T.C.A. §49-6-2203. **Administrative History:** Original rule filed June 10, 1974. Repeal and new rule filed April 8, 1986; effective July 14, 1986. Repeal and new rule filed April 27, 1992.

**0520-5-1-.03 MINIMUM STANDARDS AND SPECIFICATION.** The Official “Manufacturing Standards and Specifications for Textbooks” adopted by the National Association of State Textbook Administrators and available from the Advisory Commission on Textbook Specifications of Stamford, Connecticut, shall be Tennessee’s official minimum standards and specifications for textbooks.

**Authority:** T.C.A. §49-6-2203. **Administrative History:** Original rule filed June 10, 1974. Repeal and new rule filed April 8, 1986; effective July 14, 1986. Repeal and new rule filed April 27, 1992.

**0520-5-1-.04 SUBMITTING OF SAMPLE TEXTBOOKS.**

- (1) Publishing companies may at any time send sample textbooks to the Commission members as individuals only, but these companies are not to send samples to them as members of the Textbook Commission before the first regular meeting of each calendar year.
- (2) Each member of the Commission shall receive only one set of samples.
- (3) Each publishing company shall submit with each sample textbook a brief not to exceed one typewritten page.

**Authority:** T.C.A. §49-6-2203. **Administrative History:** Original rule filed June 10, 1974. Repeal and new rule filed April 8, 1986; effective July 14, 1986. Repeal and new rule filed April 27, 1992.

**0520-5-1-.05 CONDITION OF SAMPLE TEXTBOOKS.** Sample textbooks shall be submitted in the form in which they will be distributed to the public schools. No gallery proofs or page proofs of textbooks will be submitted in the form in which they will be distributed to the public schools. No gallery proofs or page proofs of textbooks will be considered by the Commission after the deadline for the delivery of Official Stamp.

**Authority:** T.C.A. §49-6-2203. **Administrative History:** Original rule filed June 10, 1974. Repeal and new rule filed April 8, 1986; effective July 14, 1986. Repeal and new rule filed April 27, 1992.

**0520-5-1-.06 SUBMITTING OF BOOKS.** At the first regular meeting of each calendar year, the Commission will consider:

- (1) The substitution of the revised edition of a textbook for the edition previously listed; and
- (2) The substitution of a textbook which bears the same copyright date, but contains content revisions made since the previous official listing of the book, provided that each book:
  - (a) Will be sold at the same price as the book originally listed; and
  - (b) Can be used with the book originally listed. When these books are offered for substitution, the same sampling and bidding procedures shall be followed as in the case of the original texts which they are to replace, except that no additional bond or contract will be required. Samples of each book shall be submitted by the publishing company representatives to each member of the Commission, together with a brief setting forth in detail the together, with a brief setting forth in detail the differences between the book originally listed and the new book. Every textbook to be submitted accordingly to Policy No. 06 shall be presented to the members of the Commission at least 30 days prior to the first regular meeting of the calendar year.

**Authority:** T.C.A. §49-6-2203. **Administrative History:** Original rule filed June 10, 1974. Repeal and new rule filed April 8, 1986; effective July 14, 1986. Repeal and new rule filed April 27, 1992.

**0520-5-1-.07 AMOUNT OF PERFORMANCE BOND REQUIRED.**

- (1) The following scale shall designate the amount of performance bond required of each publishing company. "Book" means any item bid for sale with its own separate price.

No. of Books Officially Listed	Amount of Bond
1-10	\$50,000
11-20	\$100,000
21-30	\$150,000
31-40	\$200,000
41-50	\$250,000
51 and over	\$250,000
plus \$10,000 per each additional book until \$1,000,000 is reached.	

**Authority:** T.C.A. §49-6-2203(j). **Administrative History:** (For history prior to June, 1992, See pages iii-ix). Repeal filed April 27, 1992; effective June 29, 1992. Repeal and new rule filed November 20, 1998; effective March 30, 1999.

**0520-5-1-.08 through 0520-5-1-.36 REPEALED.**

***Authority:** T.C.A. §49-6-2203. **Administrative History:** (For history prior to June, 1992, See pages iii-ix). Repeal filed April 27, 1992; effective June 29, 1992.*